

ADMINISTRATIVE NOTES

U.S. GOVERNMENT PRINTING OFFICE
SUPERINTENDENT OF DOCUMENTS
LIBRARY AND STATUTORY DISTRIBUTION SERVICE

Vol. 3, No. 5

May 1982

BUYERS'S BEWARE

The Government Printing Office distributes approximately 13 million microfiche each year through the Depository Library Program. We have distributed several microfiche titles in envelopes that may be too large for some microfiche storage cabinets. When left in these envelopes and stored, it can cause a "curl" effect on the microfiche.

If librarians have fiche with a curl problem, we suggest you place them in the proper size storage cabinet and compress them in the drawer tightly for a few days. This should remove the curl.

It is our recommendation that when you purchase a microfiche storage cabinet, make sure that the inside drawer dimensions are at least 6 1/4" x 4 1/4" tall.

Librarians having trouble locating the proper size microfiche cabinets, should contact Duke Spence, Chief, Micrographics Section, (703) 557-1100, for more information.

ITEM CANCELLED

Survey 81-18 on Shipping List 15,827, dated April 3, 1981, should not have included LC 80.7/2:; Cataloging Service Bulletin, Item 0814-B. That item number is hereby cancelled. This is a cooperative publication which must necessarily be sold by the Library of Congress in order to be self-sustaining, and it is therefore exempt from depository distribution.

ITEM SELECTION UPDATE

Remember that **YOUR PRINTOUTS MUST BE RETURNED BEFORE JUNE 11, 1982**, to have any changes for your library activated on the next item selection update. Changes to the Lists of Item Selections received after that date cannot be accepted. Thank you for your cooperation. If you have any questions regarding this printout, please call Mrs. Decker at (703) 557-9025.

DSL ON PRF

Records on the Publications Reference File will now indicate Depository Shipping List number and date. As new records are added this information will be inserted in the NOTE field. The format is:

DSL 17,071 04/15/82 (for hardcopy shipping lists)
DSL 94-M 04/27/82 (for microfiche shipping lists)

Two examples of enhanced records are 017-080-02060-2 and 022-003-94672-1.

ATTENTION DEPOSITORY LIBRARY WORKERS

We still have some openings available for each of the remaining "GPO Orientations for Depository Librarians." Priority will be given to people working in a Federal depository library.

1982 GPO ORIENTATION FOR DEPOSITORY LIBRARIANS

June 16, 17, and 18, 1982
July 21, 22, and 23, 1982
August 18, 19, and 20, 1982
September 15, 16, and 17, 1982
October 20, 21, and 22, 1982
November 17, 18, and 19, 1982

Please submit your request for attendance in writing to the Director, Library and Statutory Distribution Service, 5236 Eisenhower Avenue, Alexandria, Virginia 22304, ATTN: Pat Gillaird. Provide your business mailing address, Federal Depository Library Number, telephone number with area code, and second choice of dates. Selection will be on a first come request basis. We are limited to 25 participants per session.

SPECIAL OFFER
BOUND UNITED STATES CONGRESSIONAL SERIAL SET FOR 96TH CONGRESS IN MICROFICHE

The United States Congressional Serial Set was surveyed for microfiche of the 96th Congress on December 7, 1979, Shipping List #13540. Unfortunately, the results of the survey were not received at GPO for processing until after the start of the 2d Session of the 96th Congress. Consequently, many libraries now have gaps in their microfiche collections of this material. Because of the discrepancy, we are making a special offer to those libraries with an incomplete microfiche Congressional Serial Set for the 96th Congress.

The bound Congressional Serial Set will be offered in microfiche format to any library with an incomplete collection for the 96th Congress. This set is numbered 13220 through 13384 and will contain approximately 2,080 fiche requiring 2.5 linear feet of storage space.

If you need to complete your U.S. Congressional Serial Set for the 96th Congress, this is your chance!

Please fill in the information below and mail no later than June 14th.

Special Offer

Yes, I want to receive the bound Congressional Serial Set for the 96th Congress in the microfiche format Depository Library # _____

MAIL TO: 96th SERIAL SET
U.S. Government Printing Office
Library Division (SLIA)
5236 Eisenhower Avenue
Alexandria, VA 22304

U.S. GOVERNMENT PRINTING OFFICE
SUPERINTENDENT OF DOCUMENTS
WASHINGTON, D.C. 20402

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